



Financial Analyst/Accountant

Do you love data, details and ensuring financial compliance? Do you desire a position that uses these skills and provides you with great work/life balance? If so, we have an exciting opportunity for you to work as a **Financial Analyst/Accountant** and make a difference in our community.

Who We Are

Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) has been delivering quality services and programs to improve the lives of those we serve for over 30 years. KCMHSAS works with youth, families, and adults with mental illnesses, intellectual and developmental disabilities, and substance use disorders to help them succeed. We provide welcoming and diverse community partnerships which collaborate and share resources to support individuals and families to be successful and achieve their goals.

What You Will Be Doing

As a **Financial Analyst/Accountant** you will manage multiple long-term grants that provide services to individuals in need in Kalamazoo County. In this role you will develop budgets, prepare financial reports, analyze financial and program service data, and ensure compliance with local, state, and federal regulations. As part of grant management, you will have oversight of sub-contracts, authorize financial transactions, assist in preparation of audit materials and state/federal government reporting.

What We Require

A Bachelor's Degree in Accounting, Business Administration or related field and 3 years' experience having knowledge of and/or exposure to general ledger accounting including A/P, financial reporting, budget development and analysis, journal entry preparation and account reconciliation. **Experience with Federal and State grants and advanced knowledge of Microsoft Excel would set you apart from the crowd!**

Why Work For KCMHSAS?

Because we make a difference in the lives of the individuals we serve in the Kalamazoo community every day. You will have the opportunity to work with amazing co-workers in an environment that values diversity, inclusion, work/life balance and encourages ongoing education for professional development.

We offer competitive compensation and benefits with some of the best retirement plans in southwest Michigan. You will also enjoy 10 paid holidays, 23 days of PTO and the opportunity to earn additional PTO hours for participating in our wellness program!

Come Join Us!

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. KCMHSAS fomenta la diversidad y la inclusión.

We look forward to meeting you! Please apply online at www.kazoocmh.org/careers